

**Amendments to the Claims:**

This listing of claims will replace all prior versions, and listings, of claims in the application:

**Listing of Claims:**

- 1        1. (Original) A jig assembly for use with a work piece and a hand-held power tool including a cutting bit, the jig assembly comprising:
  - 3                a first member having a first opening and configured to be positioned adjacent a first side of the work piece; and
  - 5                at least one insert configured to fit within the first opening in the first member and including a second opening;
  - 7                wherein at least one of the first opening and second opening is configured to allow a portion of the hand-held power tool to pass therethrough to contact the work piece and to act as a guide for the hand-held power tool as it removes material from the work piece.
- 1        2. (Original) The jig assembly of Claim 1, further comprising a second member located adjacent a second side of the work piece.
- 1        3. (Original) The jig assembly of Claim 2, wherein the first member and the second member are coupled together so that the work piece is positioned intermediate the first and second members.
- 1        4. (Original) The jig assembly of Claim 3, wherein the first member and the second member are coupled together with fasteners.
- 1        5. (Original) The jig assembly of Claim 4, wherein the fasteners are bolts and nuts.
- 1        6. (Original) The jig assembly of Claim 5, wherein the first member includes apertures configured to receive the bolts.

1        7. (Original) The jig assembly of Claim 1, wherein the first member is  
2 substantially transparent.

1        8. (Original) The jig assembly of Claim 7, wherein the first member is  
2 formed from polycarbonate.

1        9. (Original) The jig assembly of Claim 1, wherein the first member  
2 includes alignment lines.

1        10. (Original) The jig assembly of Claim 2, further comprising a pad  
2 coupled to at least one of the first and second members and configured to contact the  
3 work piece.

1        11. (Original) The jig assembly of Claim 10, wherein the pad is a rubber  
2 material.

1        12. (Original) The jig assembly of Claim 11, wherein the rubber material  
2 is neoprene.

1        13. (Original) The jig assembly of Claim 1, wherein the size of the first  
2 opening is sufficient to allow the hand-held power tool to create a 5 X 7 inch recess in  
3 the work piece.

1        14. (Original) The jig assembly of Claim 1, wherein the first member  
2 includes mounting apertures configured to receive fasteners for coupling the first  
3 member to the work piece.

1        15. (Original) The jig assembly of Claim 1, wherein the at least one insert  
2 is transparent.

1        16. (Original) The jig assembly of Claim 15, wherein the at least one  
2 insert is formed from polycarbonate.

1        17. (Original) The jig assembly of Claim 1, wherein the at least one insert  
2 includes a shoulder extending outwardly from an outer edge of the at least one insert.

1        18. (Original) The jig assembly of Claim 17, wherein the first member  
2 includes a recess proximate the first opening configured to receive the shoulder of the  
3 at least one insert.

1        19. (Original) The jig assembly of Claim 1, wherein the at least one insert  
2 includes mounting apertures configured to receive fasteners for coupling the at least  
3 one insert to the work piece.

1        20. (Original) The jig assembly of Claim 19, wherein at least one of the  
2 mounting apertures of the at least one insert includes a counterbore.

1        21. (Original) The jig assembly of Claim 1, wherein the at least one insert  
2 includes alignment lines.

1        22. (Original) The jig assembly of Claim 1, wherein a first of the at least  
2 one insert includes an opening having a first shape and a second of the at least one  
3 insert includes an opening having a second shape.

1        23. (Original) The jig assembly of Claim 1, wherein the shape of the  
2 opening of the at least one insert is one of square, rectangular, circular, oval,  
3 triangular, heart-shaped, star-shaped, moon-shaped, flag-shaped, arrow-shaped, letter-  
4 shaped, number-shaped, or symbol-shaped.

1        24. (Original) The jig assembly of Claim 1, wherein the at least one insert  
2 includes a third opening.

1        25. (Original) The jig assembly of Claim 1, further comprising a sub-base  
2 configured to couple to and support the hand-held power tool as the tool is  
3 maneuvered across the first member.

1        26. (Original) The jig assembly of Claim 25, wherein the sub-base is  
2 substantially planar and comprises a first leg and a second leg arranged substantially  
3 perpendicular to and co-planar with one another.

1        27. (Original) The jig assembly of Claim 26, wherein the sub-base further  
2 comprises a circular base proximate the intersection of the first leg and the second leg  
3 and substantially co-planar with the first and second legs.

1        28. (Original) The jig assembly of Claim 27, wherein the sub-base  
2 includes an opening located near the center of the circular base configured to allow at  
3 least a portion of the hand-held power tool to pass therethrough.

1           29. (Original) The jig assembly of Claim 28, wherein the sub-base further  
2 comprises mounting tabs configured to couple the sub-base to the hand-held power  
3 tool.

1           30. (Original) The jig assembly of Claim 1, further comprising a retainer  
2 ring configured to be coupled to the work piece.

1           31. (Original) A jig kit for use with a work piece and a hand-held power  
2 tool including a cutting bit, the jig kit comprising:

3                 a top member having a first opening and configured to be positioned  
4 adjacent a first side of the work piece;

5                 a plurality of inserts, each insert being configured to fit within the first  
6 opening of the top member and including a second opening; and

7                 a bottom member adapted to be coupled to the top member and  
8 configured to be positioned adjacent a second side of the work piece;

9                 wherein at least one of the first opening and second openings is  
10 configured to allow a portion of the hand-held power tool to pass therethrough to  
11 contact the work piece and to act as a guide for the hand-held power tool as it removes  
12 material from the work piece.

1           32. (Original) The jig kit of Claim 31, wherein the top member and the  
2 bottom member are coupled together with fasteners.

1           33. (Original) The jig kit of Claim 32, wherein the fasteners are bolts and  
2 nuts.

1           34. (Original) The jig kit of Claim 31, wherein a first of the plurality of  
2 inserts includes an opening having a first shape and a second of the plurality of inserts  
3 includes an opening having a second shape.

1           35. (Original) The jig kit of Claim 31, wherein at least one of the plurality  
2 of inserts includes alignment lines.

1           36. (Original) The jig kit of Claim 31, wherein at least one of the top  
2 member, the bottom member, and the plurality of inserts is substantially transparent.

1       37. (Original) The jig kit of Claim 31, wherein each of the plurality of  
2 inserts includes a shoulder extending outwardly from an outer edge of the insert.

1       38. (Original) The jig kit of Claim 37, wherein the top member includes a  
2 recess proximate the first opening configured to receive the shoulder of the insert.

1       39. (Original) The jig kit of Claim 31, wherein the shape of the opening of  
2 at least one of the plurality of inserts is one of square, rectangular, circular, oval,  
3 triangular, heart-shaped, star-shaped, moon-shaped, flag-shaped, arrow-shaped, letter-  
4 shaped, number-shaped, or symbol-shaped.

1       40. (Original) The jig kit of Claim 31, wherein at least one of the plurality  
2 of inserts includes a third opening.

1       41. (Original) A system for removing material from a work piece, the  
2 system comprising:

3               a hand-held power tool ;

4               a cutting bit operatively coupled to the hand-held power tool; and

5               a jig assembly including:

6               a first member having a first opening and configured to be  
7 positioned adjacent a first side of the work piece; and

8               at least one insert configured to fit within the first opening of  
9 the first member and including a second opening configured to allow at least one of  
10 the cutting bit and a portion of the hand-held power tool to pass through the second  
11 opening and to act as a guide for the hand-held power tool;

12               wherein the cutting bit is configured to remove material from the work  
13 piece when the cutting bit is rotated by the hand-held power tool and the cutting bit  
14 engages the work piece.

1       42. (Original) The system of Claim 41, further comprising a plunge router  
2 coupled to the hand-held power tool and configured to maintain at least one of the  
3 power tool and the cutting bit in a spaced relationship with the work piece.

1       43. (Original) The system of Claim 42, further comprising a sub-base  
2 coupled to the plunge router and configured to support the hand-held power tool as the  
3 tool is maneuvered across at least one of the first member and the at least one insert.

1       44. (Original) The system of Claim 41, wherein the cutting bit includes an  
2 elongated shaft having a longitudinal axis extending between a proximal end  
3 configured to be coupled to the hand-held power tool and a distal end opposite the  
4 proximal end.

5       45. (Original) The system of Claim 44, wherein the cutting bit includes a  
6 bearing coupled to the shaft intermediate the proximal end and the distal end.

1       46. (Cancelled)

2       47. (Currently Amended) The system of Claim 46 45, wherein the bearing  
3 of the cutting bit is configured to contact the edge of one of the first opening and the  
4 second opening to restrain the cutting bit from removing material from the work piece  
5 beyond the edge of the one of the first opening and the second opening and to restrain  
6 the cutting bit from removing material from at least one of the first member and the at  
7 least one insert.